



Agenda Item Form

Agenda Date: MAR 23, 2004

Districts Affected: 3

Dept. Head/Contact Information: Byron E. Johnson

Type of Agenda Item:

- | | | |
|--|---|--|
| <input type="checkbox"/> Resolution | <input type="checkbox"/> Staffing Table Changes | <input type="checkbox"/> Board Appointments |
| <input type="checkbox"/> Tax Installment Agreements | <input type="checkbox"/> Tax Refunds | <input type="checkbox"/> Donations |
| <input type="checkbox"/> RFP/ BID/ Best Value Procurement | <input type="checkbox"/> Budget Transfer | <input type="checkbox"/> Item Placed by Citizen |
| <input type="checkbox"/> Application for Facility Use | <input type="checkbox"/> Bldg. Permits/Inspection | <input type="checkbox"/> Introduction of Ordinance |
| <input type="checkbox"/> Interlocal Agreements | <input type="checkbox"/> Contract/Lease Agreement | <input type="checkbox"/> Grant Application |
| <input checked="" type="checkbox"/> Other <u>Termination</u> | | |

Funding Source:

- ☒ General Fund
☐ Grant (duration of funds: _____ Months)
☐ Other Source: _____

Legal:

- ☐ Legal Review Required Attorney Assigned (please scroll down): None ☐ Approved ☐ Denied

Timeline Priority: ☒ High ☐ Medium ☐ Low # of days: _____

Why is this item necessary:

Termination of Janitorial Services

Explain Costs, including ongoing maintenance and operating expenditures, or Cost Savings:

Statutory or Citizen Concerns:

Departmental Concerns:

*

DATE: March 16, 2004
TO: Municipal Clerk
FROM: Byron E. Johnson, C.P.M.
Director of Purchasing x 4313
THRU: Isabel F. Portillo
Bid Clerk ext. 4038

Byron E. Johnson

Please place the following item on the **REGULAR** agenda for the Council Meeting of **MARCH 23, 2004.**

Resolution:

That the Director Of Purchasing is authorized to notify Office Janitorial Services (Professional Office Service), that the City is terminating Contract No. 2002-077 pursuant to the provisions and requirements of Section C 8A of the Contract Clauses due to convenience and that the termination shall be effective as of March 23, 2004.

Contact person: Ray Heredia, Procurement Analyst at 541-4316.

AGENDA FOR: MARCH 23, 2004

2004 MAR 18 PM 2 45
CITY CLERK DEPARTMENT

PURCHASING DEPARTMENT

DATE: March 16, 2004
TO: CITY CLERK
FROM: Byron E. Johnson, C.P.M.
Director of Purchasing

Ray Heredia
Procurement Analyst

Please place the following item on the REGULAR COUNCIL AGENDA for the Council Meeting of Tuesday, March 23, 2004

Item should read as follows: The Director of Purchasing Requests that Mayor and Council terminate Contract No. 2002-077 with Office Janitorial Services (Professional Janitorial Services) for convenience pursuant to Clause No. 8A of the Contract, an item titled Termination for Convenience, whereby the City reserved the right to terminate the Contract for convenience.

The vendor will be notified & a new contract will be awarded for the new building.

Department: Parks and Recreation

SPECIAL INSTRUCTIONS: _____

City's Clerk Use

ITEM No. _____

RESOLUTION

BE IT RESOLVED BY THE CITY COUNCIL OF THE CITY OF EL PASO:

That the Director of Purchasing be authorized to terminate Contract No. 2002-077 titled, Janitorial Services for Park Facilities (Washington Park Senior Citizen Center), pursuant to the provisions and requirements of Section C 8(A) of the Contract Clauses, due to convenience of the City of El Paso, and to notify Office Janitorial Services (Professional Office Service) that the City is terminating the contract. The termination shall be effective as of March 23, 2004.

APPROVED this 23rd day of March 2004.

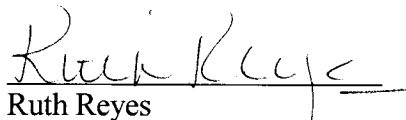
CITY OF EL PASO

Joe Wardy
Mayor

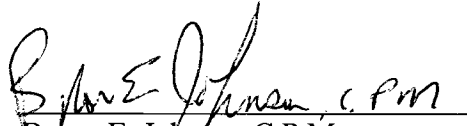
ATTEST:

Richarda D. Momsen
City Clerk

APPROVED AS TO FORM:


Ruth Reyes
Assistant City Attorney

APPROVED AS TO CONTENT:


Byron E. Johnson C.P.M.
Director of Purchasing